

CITY OF MILPITAS

INDIVIDUAL YOUTH SPORTS ASSISTANCE FUND

PURPOSE:

The purpose of this fund is to allow individuals representing Milpitas in a sporting event to submit a request for funding assistance from the City. A youth is defined as an individual 18 years and younger. The City of Milpitas believes that the enjoyment of sports by youth in Milpitas is important to their well-being. Through this fund, the City is able to enrich the community, assist individuals, as well as build positive relationships.

GRANT PROCESS:

Eligibility for individuals:

1. Individual youth requesting funds must be participating in an event, contest or competition that is sanctioned by a recognized organization in that specific sports area. A youth is defined as an individual who is 18 years or younger.
2. The event, contest or competition must draw individuals from more than one agency (county, city or state-wide).
3. Individuals requesting funds must be residents of Milpitas.
4. Individuals requesting funds must be able to show that they have requested funds or are receiving matching funds from a parent organization or from the organizations with which they routinely participate.
5. Individuals requesting funds must be amateur athletes. An amateur athlete is defined as an individual who does not receive financial compensation or prize money for their participation in any athletic event.
6. For an event occurring where additional funding is required for a special tournament or event in which an individual is advancing beyond the normal spectrum or league play, hence causing additional expenses.

Individuals seeking grant funds from the City of Milpitas must:

1. Be willing to certify and document financial figures; be willing to work with City staff on application and program review.
2. Be willing to expend all monies for approved purposes. If applicant is unable to use funds for approved purposes funds or the remaining portion of funds must be returned to the City of Milpitas.

3. Be willing to report on achievements and/or goals accomplished with the acquisition of funds to City staff.
4. Be willing to acknowledge the support of the City of Milpitas where appropriate and include on all printed information relating to grant funded programs or activities, the following:

“This program has been made possible, in part, through a grant from the City of Milpitas.”
5. Provide proof of purchase receipts, invoice statements, etc. related to the expenditure of grant funds upon completion of program, project or activity.

FISCAL LIMITS:

1. The maximum amount for any Youth Sports Fund grants within a fiscal year will be \$500.00 for an individual.
2. Any application that exceeds this annual amount limit must show justification of extraordinary need and be highly meritorious in order to be considered by the City Council.
3. The Parks, Recreation, and Cultural Resources Commission may recommend any amount deemed appropriate, which may be less than the sum requested.
4. No financial assistance may be provided if proposals are either not in conformance with this policy or with the application procedure.
5. An allotted total is granted to the Youth Sports Assistant Fund at the beginning of each fiscal year, starting July 1. Total annual funding may vary. Monies are dispersed on a first-come-first-serve basis, until the fund is depleted for that fiscal year.

ACCEPTABLE FUNDING CRITERIA:

Funding consideration will be given:

1. For an event occurring where additional funding is required for a special tournament or event where participants are advancing beyond the normal spectrum or league play, causing additional expenses.
2. To one-time activities or capital equipment purchases designed to address a significant need or problem that the organization cannot routinely finance.
3. In the event that financial difficulties occur due to an unexpected event or emergency (theft, vandalism, fire, weather, etc.) that impacts an individual's ability to continue at the athlete's level of preparation and requires immediate funding assistance to avoid preparation interruption or cancellation.

Funding will not be given:

1. For ongoing or existing expenses.
2. In lieu of a participation fee normally paid by all participants, i.e. registration fee, etc. However, funding may be considered for a special tournament or event advancing beyond the normal spectrum of league play, causing additional expenses.

APPLICATION PROCESS:

1. Submit applications to the Milpitas Parks and Recreation Services Department, 1325 E. Calaveras Blvd., Milpitas, CA 95035.
2. Applications must be filled out entirely and all supplemental information requested must be submitted with the application to be considered complete. Incomplete applications will not be considered.
3. Applications received will be reviewed by staff and presented to the Parks, Recreation and Cultural Resources Commission generally within 45 days of receipt. Applicants will be notified as to the status of their application and as to the date and time of the Commission meeting. Applications should be submitted and reviewed by the Commission prior to the sporting event.
4. Applicants must be present at the Commission meeting to discuss their application in order to be considered for funding. Commission meetings are the first Monday of every month.
5. The Commission will consider applications and recommend grant awards as applications are received or until the fund is depleted for that fiscal year.
6. Recommendations of the Commission will be forwarded to the City Council for final approval.
7. Should City grant recipients desire, Parks and Recreation Services may provide assistance in recognizing recipients' achievements through appropriate marketing efforts as defined by staff.

City of Milpitas
Application for Individual Youth Sports Assistance Fund

PART I Individual Information

Name _____
Address _____
Telephone (day) _____ (evening) _____
Age _____ School attends _____
Email _____

PART II Event/Program Information

Amount you are requesting \$ _____
Sport you are participating in: _____
Name of contest/event/competition: _____
Date: _____
Location: _____

How long have you been participating in this event as an amateur athlete?: _____

What additional sponsorship funds are you receiving for this event?: _____

Indicate source of those funds: _____

Summary of how/where City funds would be used: _____

Who will be the other participants in this event? _____
And where is their location? _____

How does this event fit into this sport's overall competitive picture county-wide or state-wide? _____

Who is the sanctioning/governing body of this event/contest/competition? _____

Address: _____

Event Director: _____

Phone #: _____

Website address: _____

Revenue: (Sources of funds and breakdown, admissions, concessions, other grants, donations, user fees, etc.) Be specific.

	<u>Amount</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL	\$ _____

Assurances

THE APPLICANT HEREBY PROPOSES to provide the event/program in accordance with the Youth Sports Assistance Fund Policy of the City of Milpitas as stated in this application. If this application is approved for funding assistance, it is agreed that relevant Federal, State, and Local regulations, and other assurances as required by the City of Milpitas will be adhered to. Furthermore, as applicant or parent/guardian of applicant, the applicant is fully capable of fulfilling its obligation under this proposal as stated herein.

This application and the information contained herein are true and correct and complete, to the best of my knowledge.

DATE _____

(Applicant)

Parent/Guardian: _____
(If under 18 yrs.)

Relationship to
Applicant: _____

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